



HOME OCCUPATION PERMIT

Town of Westford

The use of a dwelling unit for home occupation clearly incidental and subordinate to its use for residential purposes by its occupants, provided that it meets the conditions listed in Section 173-13 of the Town of Westford Zoning Bylaws. This permit is issued to the applicant only, and is not transferable upon rental, sale, or exchange of ownership of the subject property. All home occupations within the Town of Westford are required to complete an application, a copy of which will be placed in the Building File for the property. The applicant shall also keep a copy of this certificate at the business location. The Certificate is a one-time only requirement that is not subject to renewal unless interest in the property is transferred.

Date Filed: _____

Parcel No.: _____

Map No.: _____

Zone: _____

Owner of Property: _____

Address: _____

Phone: _____

Occupancy Use: _____

(use reverse of sheet if necessary)

of Employees _____

Total Floor Area: One Floor of the Dwelling Unit in Square Feet: _____

Occupancy in Square Feet: _____

The home occupancy must meet the following criteria:

1. There shall be no change in the outside appearance of the building or premises and there shall be no visible evidence of the conduct of such home occupation other than the permitted sign.
2. The use shall be conducted entirely within the dwelling or accessory building and shall be carried on by the inhabitants of said dwelling and by not more than one person not an inhabitant of said dwelling.
3. The use shall not substantially change the character of the dwelling or accessory building or adversely affect the uses permitted in the district.
4. The use shall not create substantial additional traffic or require additional parking space.
5. No area greater than one third (1/3) of the area of one (1) floor of the dwelling structure is used for uses.
6. The use shall be limited in time for a period no longer than the period of occupancy or ownership, whichever is shorter, of the premises by the applicant.
7. No more than one (1) commercial-type vehicle shall be used or parked on the Premises in connection with the home occupation.

(Signature of Owner or Authorized Representative)

Approved by Zoning Authority: _____
Approved by Building Inspector _____
Permit No.: _____

Fee Pd.: _____

Date: _____
Date: _____
Check #: _____